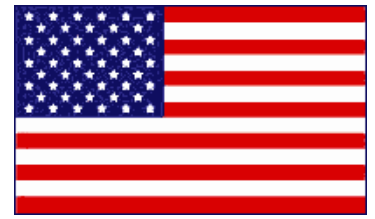




PORTLAND VA MEDICAL CENTER

*Portland, Oregon Division
Vancouver, Washington Division
Community Based Outpatient Clinics
Salem, OR Bend, OR
Longview, WA Camp Rilea (Warrenton, OR)*



NOTICE OF VACANCY

1. <u>Announcement Number</u> T38-06-515-JB	2. <u>Title, Series, Grade, Salary</u> Physician Assistant (Orthopedic) VN-603-11/12/13 \$56,969 to \$100,263 per annum	3. <u>Tour of Duty</u> 8:00am to 4:30pm M-F (The work conditions may require some rotation in the tour of duty)	4. <u>Duty Station</u> Orthopedic Section, Operative Care Division Portland Division
5. <u>Type & Number of Vacancies</u> Permanent 1 full-time position	6. <u>Contact</u> Human Resources Assistant 503-220-8262 x 57317	7. <u>Opening Date</u> 09-15-06	8. <u>Closing Date</u> Open Until Filled 1st Consideration Date 09-28-06

WHO MAY APPLY TO THIS ANNOUNCEMENT:

- Career or career conditional employees and permanent Title 38 employees of the Portland VA Medical Center eligible under the interchange Agreement. Included are permanent employees of the Willamette National Cemetery, Regional Office, Veterans Outreach Center and Veteran's Canteen.
- Any US Citizen

MAJOR DUTIES:

The complete functional statement may be reviewed in Human Resources Management Division. The following duties and responsibilities are taken from the functional statement and are considered to be a brief extract. The incumbent will be responsible for initial screening of patients in the outpatient clinic. A screening may include history, physical exams, ordering laboratory tests and x-rays, electrocardiograms, and other routine diagnostic tests. May institute appropriate treatment for minor orthopedic problems. Initial screening of in-hospital consultations received. Performs simple laceration suturing; venipuncture; arteriopuncture; urinary catheterization; suture removal; administration of IV fluids; administration of intramuscular, subcutaneous and intradermal injections; administers local nerve blocks; performs arthrocentesis with administration of local anesthetics and corticosteroids; and cleansing and debridement of wounds as needed. Works with or in the absence of, performs duties of the Orthopedic Cast Technician. Conducts orthopedic patient and family teaching/education to provide continuity of care. The incumbent shall be available for assisting in the operating room as needed. Direct scheduling of appropriate x-rays and diagnostic tests in advance of clinic dates.

THIS POSITION IS IN THE BARGAINING UNIT

QUALIFICATION REQUIREMENTS:

- Current active license as a Physician's Assistant in the State of Oregon.
- Certification by the National Commission on Certification of Physician's Assistants (NCCPA).
- Graduation from a PA program certified by the ARC-PA.

CONDITIONS OF EMPLOYMENT:

Although the duty station is shown in this announcement, it may be necessary to utilize the selected person's services at a different location within the Portland VA Medical Center commuting area if conditions require it in the future.

Eligible employees may be non-competitively reassigned to fill this position as an exception to merit promotion.

Under Executive Order 11935, only United States citizens and nationals (residents of American Samoa and Swains Island) may compete for civil service jobs. Agencies are permitted to hire noncitizens only in very limited circumstances where there are no qualified citizens available for the position.

All information submitted to this VA Medical Center is subject to verification by VetPro.

A security clearance and a favorable suitability determination are required. Misconduct in prior employment, criminal, dishonest or disgraceful conduct, habitual use of intoxicating beverages, abuse of narcotics, drugs or other controlled substances, or reasonable doubt of loyalty to the United States are examples of reasons an offer of employment may be denied.

Relocation incentive may be authorized.

Recruitment incentive may be authorized.

This is a developmental position. If selected below the target level, employee may be promoted without further competition.

(Continued on next page)

upon satisfactory completion of qualification and eligibility requirements.

A drug test may be required for an applicant who is tentatively selected.

A pre-employment physical examination will be required for an applicant who is tentatively selected.

Applicants appointed to direct patient care positions must be proficient in spoken and written English as required by 38USC 7402(d) and 7407(d).

[VACareers](#) has descriptions of all Title 38 Jobs and their benefits.

This agency provides reasonable accommodations to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify the agency. The decision on granting reasonable accommodation will be on a case-by-case basis

The United States Government does not discriminate in employment on the basis of race, color, religion, sex, national origin, political affiliation, sexual orientation, marital status, disability, age, membership in an employee organization, or other non-merit factor.

It is the policy of the Department of Veterans Affairs that all Federal wage and salary payments are paid to employees by Direct Deposit/Electronic Funds Transfer (DD/EFT).

HOW TO APPLY:

All application packets must be received in Human Resources by Close of Business (COB) on 09-28-06 for first consideration. This position is Open until Filled. Application forms may be obtained in Human Resources Office or on our external website, www.va.gov/portland/hr/index.asp

Applications may be mailed to:

Portland VA Medical Center, P4HRMS

Attn: T38-06-515-JB

PO Box 1034

Portland, OR 97207

Or brought in person to:

Portland VA Medical Center

3710 SW US Veterans Hospital Rd

Building 16, Room 300

Portland OR 97239

Portland VAMC employees must submit a

1. [VAF 4078, Application for Promotion or Reassignment](#)

Other VA Employees must submit

1. [VA Form 10-2850c, Application for Associated Health Occupations](#)
2. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later). **(REQUIRED)**.
3. Latest SF-50, Notification of Personnel Action
4. Copies of all current licenses
5. Latest performance appraisal

Non VA Applicants must submit:

1. [VA Form 10-2850c, Application for Associated Health Occupations](#)
2. [OF-306, Declaration for Federal Employment](#) (January 2001 version or later). **(REQUIRED)**.
3. Veterans Preference:
 - a. DD-214, Military Discharge Paper (member copy #4 for July 1979 or later editions) (For 5 Point Veteran's Preference).
 - b. [SF-15, Application for 10-point Veteran Preference](#) (December 2004 version or later)
 - c. VA letter of service-connected disability rating dated 1991 or later.
4. SF-50, Notification of Personnel Action (if applying as a current or former federal employee).
5. Copies of all current licenses.
6. A copy of your college transcripts (Optional unless education is required).

APPLICANT'S PLEASE NOTE:

- Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications (particularly positions with a positive education requirement.). Therefore, applicants must report only attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.
- Applicants can verify accreditation at the following website: <http://www.ed.gov/admins/finaid/accred/index.html>. All education claimed by applicants will be verified by the appointing agency accordingly.

IMPORTANT NOTICE ABOUT APPLICANT'S RESPONSIBILITY:

- It is the applicant's responsibility to submit documentation to support his/her application for this position. Applicant is responsible for ensuring that all experience, formal training, award recognition, etc. are documented in the application package. Experience may include voluntary or other non-paid experience in the appropriate field. If you feel that your training record contains information pertinent to your qualifications, then you must submit a printed copy of your training record with your application package. Your training record will become part of the specific vacancy file and will not be filed in Official Personnel Folder. Human Resources Management Division will not photocopy any application material; applicants are responsible for making photocopies prior to submitting applications.
- **It is the responsibility of the applicant to ensure timely receipt of the application, regardless of the method used for submission. The VA assumes no responsibility for the late delivery of applications (i.e. postal service delays). The Portland VA Medical Center will not accept FAX, or emailed applications or applications in a US government envelope.**